

June 2, 2003

Indiana Main Street
2003 Downtown Revitalization Awards

The Indiana Main Street Council will honor outstanding local achievements in downtown revitalization and development at the 2003 Downtown Revitalization Awards Ceremony, held at the annual Main Street Conference on Thursday, November 6, 2003 in Terre Haute, Indiana.

We invite you to nominate a community, organization or individual for their accomplishments in **no more than three categories**. Please submit separate forms and supporting documentation for each category. Feel free to duplicate this form if others in your community want to make nominations. All Indiana Main Street member communities will be eligible, however, preference will be given to communities that have submitted their 2002 Annual Report.

The Indiana Main Street Office must receive completed nomination forms by 5 p.m. on August 22, 2003. Nomination forms received after the deadline will not be considered.

Deadline for all entry is August 22, 2003

Please mail completed forms, including slides and photos to:

Indiana Main Street
Attn: Mark McConaghy
One North Capitol, Suite 700
Indianapolis, Indiana 46204

For more information, please call Mark McConaghy, Director, Indiana Main Street at (317) 232-8912.

Awards Nomination Form Award Procedures

We invite you to nominate a community, organization or individual for their accomplishments in **no more than three categories**. Please submit separate forms and supporting documentation for each category. Feel free to duplicate this form if others in your community want to make nominations. You must submit high-quality slides, **or preferably digital pictures**, by the deadline for the nominations to be accepted. The slides will not be returned.

The Main Street Council will judge all nomination forms based upon the degree to which the project or person:

- Made an impact on the local Main Street's efforts.
- Affected other projects or individuals.
- Been deemed a success locally and/or statewide. Communities at all levels of the Main Street program are encouraged to nominate its local achievements.

Name/title of nominee: _____

Organization/Business: _____

Daytime phone: _____

Award category: _____

Nominator's name: _____

Organization/business: _____

Address: _____

Daytime phone: _____

Please provide a brief description of the entry and its impact on local downtown revitalization efforts (see individual award descriptions for further details). Please attach additional sheets of paper if needed.

Award Categories

There are twelve award categories. Please use the attached form to nominate projects, events or individuals in as many categories as you like. Copy the nomination for as needed or get it off of our website at www.state.in.us/mainstreet.

1. INNOVATION AWARD

This award is presented to a local Main Street organization that has initiated a unique and effective program in their community within the last year. Examples include an organizational change, a new and unusual festival or promotional event, a fundraiser or volunteer recruitment campaign, a new design, or a business assistance program implementation.

Provide the following information:

- Who initiated the innovation?
- How it was implemented; what makes it unique?
- How it has been effective.

Provide slides or digital pictures and any marketing/promotional pieces for the program.

2. MAIN STREET BUSINESS OF THE YEAR

This award is presented to the owner(s) and/or employee(s) of a downtown business who have lead their town's revitalization efforts through such activities as innovative business or marketing strategies and/or leadership of a downtown business organization.

Provide the following information:

- Years of downtown business operation.
- Number of employees.
- What makes the business distinctive?
- What are the owner(s)/employee(s) activities downtown?

Provide a slide or digital picture of the owner(s)/employee(s) and/or the business.

3. BUSINESS CLIMATE IMPROVEMENTS FOR DOWNTOWN

This award is presented to the city, town or organization that has implemented incentives to encourage new and retained businesses in downtown areas. Examples include retention/recruitment program, loan pools, grant programs conducted within the last year.

Provide the following information:

- The nature of the program.
- The funding and implementation strategies.
- The number of businesses assisted and results.

Provide any marketing pieces and slides or digital pictures.

4. BEST WINDOW DISPLAYS AND MERCHANDISING

This award is presented to a downtown business that has consistently shown excellence in visual merchandising; including balance, color, lighting, signage, and maintenance.

Provide slides or digital photographs of more than one window display.

5. DOWNTOWN SPECIAL EVENT

This award is presented to the organization that has displayed the most creativity in planning and producing a festival, sales promotion, or other special events.

Provide the following information:

- Event date and activity schedule.
- Event history, target audience, and attendance.
- Volunteer participation.
- Event evaluation.
- How the event fits within the downtown's overall marketing strategy.

Provide marketing/promotional pieces and slides or digital pictures from the event.

6. ADAPTIVE RE-USE PROJECT

This award is presented to a project in which a historic downtown building has been brought back into use or adapted for a new use. Examples include a vacant upper story converted to apartments or a hardware store converted to a library. Projects must have completed within the last year.

Provide the following information:

- The building's size, age, style, and history of use.
- The building's owner and tenants.
- The work done on the building.
- Financing, state, or local assistance received.
- The name of the contractor and/or architect and any other special design considerations.

Provide "before and after" slides or digital pictures.

7. HISTORIC REHABILITATION PROJECT

This award is presented to an outstanding historic rehabilitation project completed in downtown within the last year. The project should include exterior rehabilitation work, but may be both interior and exterior work.

Provide the following information:

- The building's size, age, style, and history of use.

- The building's owner and tenants.
- The work done on the building.
- Financing – state and local assistance received.
- The name of the contractor or architect and any other special design consideration.

Provide “before and after” slides or digital pictures.

8. NEW DEVELOPMENT PROJECT

This award is presented to an individual or business that has undertaken a new downtown development project within the past year using quality design sympathetic to surrounding buildings.

Provide the following information:

- The building's size and style.
- The building's owners and tenants
- The work done on the building.
- Financing – state and local assistance received.
- Name of the contractor and/or architect.
- The impact on the downtown's aesthetic appearance.

Provide slides or digital pictures of the building.

9. DESIGN OF DOWNTOWN PUBLIC IMPROVEMENTS

This award is presented to the city, town, or Main Street organization that has designed and implemented attractive public improvements for its downtown within the past year.

Provide the following information:

- The project's goals, budget, and financing.
- The architects and contractors involved.
- The involvement of the downtown organization and volunteers.
- The impact on traffic and pedestrian flow.
- How the project fits within the downtown's overall revitalization strategy.

Provide “before and after” slides or digital pictures.

10. PUBLIC-PRIVATE PARTNERSHIP IN DOWNTOWN REVITALIZATION

This award is presented to the community that has demonstrated the highest degree of cooperation between the Main Street organization and the municipal and/or county government in its downtown revitalization efforts.

Provide the following information:

- How have public and private sectors worked together on the project?
- If applicable, what are the strategic plans involved?

- If applicable, what are the plans for future cooperation?
- Provide slides or digital pictures if possible.

11. BOARD MEMBER OF THE YEAR

This award is presented to a local board member for his or her involvement in a Main Street organization over the past year and for his or her exceptional commitment to downtown revitalization.

Provide information on the person's tenure on the Main Street board and the extent of his or her involvement on committees. Provide a slide or digital picture of the nominee.

12. STAFF MEMBER OF THE YEAR

This award is presented to an outstanding staff member either part- or full-time of a local Main Street organization. Nominations can be received from residents of the staff member's community, fellow staff members, and other communities as well.

A peer committee of staff members who have not been nominated will select the award winner among the nominees.

Provide information on the person's tenure with Main Street, professionalism, commitment to downtown, and examples of leadership, energy and creativity. Provide a slide or digital picture of the nominee.